

FINANCIAL MANAGEMENT ADVISORY COMMITTEE MINUTES

January 11, 2012

The Financial Management Advisory Committee met on Wednesday, January 11, 2012.
The following attended:

<u>NAME</u>	<u>DEPARTMENT/DIVISION</u>
Andrea Beck	DESE
Audrey Cunningham	DOLIR
Becky Imhoff	DOR
Cindy Dixon	OA/GS
Cindy Luebbering	DNR
Debbie Davis	DIFP – Credit Unions
Diane Riddle	MGC
Dwayne Rasmussen	OA/Accounting
Karen Wood	Agriculture
Kim Sandbothe	DIFP – Finance
Melissa Blankenship	MO Lottery
Mike Clark	DMH
Mike Hancock	OSCA
Nicole Hackmann	STO
Pamela Sandbothe	DESE – VR
Renee Godsey	DHSS
Robin Burkhart	DESE
Sarah Clardy	DESE – VR
Sherry Hess	DIFP – PR
Stacey Jacobs	STC
Theresa McDonald	DSS

Presentations:

- ◆ Ronald Lankford, Deputy Commissioner Department of Elementary and Secondary Education, presented “Foundation Formula”. The presentation is included in this email.

Status Reports:

OA – Accounting

- ◆ Stacy Neal stated she is working with legal counsel to determine how to proceed with the electronic signature changes requested by the group. She also stated the Internal Revenue Service recently passed law that will require SAM II vendor file changes. Effective December 2013, social security numbers will no longer be allowed on checks. OA is looking at using the 10 digit vendor field in SAM II and changing all vendor codes across the board. The new 10 digit vendor number will be a random number that will be cross walked to EIN and SSN currently in SAM II. Stacy's last update was a reminder that State Warrant Intercept Process does exist and payments may be intercepted by Missouri Department of Revenue (DOR). DOR will establish RE documents in SAM that will intercept payments for any vendor with outstanding tax due. Please call Dwayne Rasmussen if you need access to reports or any questions related to this topic. There are also, Federal Tax Intercepts related to grants and if you have federal funds that have been intercepted, please contact Vandee Devore to work through the issue.

OA – Fleet

- ◆ Cindy Dixon stated that Enterprise rental contract staff have been promoting a fill up your fuel campaign where there is a \$.03 discount on the price of gas if staff let Enterprise fuel the car. Please discourage staff from doing this as there is not a line item on the contract to allow for payment. Agencies are encouraged to use WEX fuel cards for rental vehicles which will save the state the federal excise tax of 18.3 cents per gallon. 2012 Model year contracts for vans, sedans, and trucks can now be utilized by agencies. She also stated that they are working through the pool consolidation efforts and providing monthly updates to the Commissioner. There are currently 8 pool locations in Jefferson City. Total business miles are also being tracked for each agency and reported to the administration. Overall, business miles are down compared to last fiscal year.

State Treasurer

- ◆ Nicole Hackmann stated that the Electronic Banking Services contract expires September 2012 and an RFP will go out in the spring. She also stated that agencies need to look at the unclaimed property site as new things are added continuously. There is an on-line notification system in place, so make sure someone from your agency enrolls to be notified when items are added. Unclaimed property is also working on a report that pulls state agency data that should be helpful in the near future.

Other

- ◆ Theresa McDonald stated that Robyn Rayl from OA FMDC asked her to see if any agencies would be interested in forming an Access Data Warehouse Users Group to share queries and knowledge regarding data views etc. If you are interested, please call or email Theresa McDonald.

Next meeting: March 7, 2012, 8:30 – 10:00 a.m., Room 500 HST